MINUTES
For the Regular Meeting of the
Council of the Municipality of West Grey
Held on Tuesday, January 22, 2019 at 6:00 p.m.
At the Council Chambers – West Grey Municipal Office

Council
Mayor Christine Robinson, Deputy Mayor Tom Hutchinson,
Councillor Beth Hamilton, Councillor Rebecca Hergert, Councillor
Doug Hutchinson, Councillor Geoffrey Shea, Councillor Stephen
Townsend

Staff
Laura Johnston, CAO/Deputy Clerk; Mark Turner, Clerk; Kerri
Mighton, Director of Finance/Treasurer; Brent Glasier, Director of
Infrastructure and Public Works; Stephanie Stewart, Manager,
Community Services

Declarations of Pecuniary Interest and General Nature Thereof - None

Closed Session
Councillor Hutchinson-Townsend, Whereas, the Municipal Act, S.O. 2001,
Section 239 (2), as amended, authorizes Councils of municipalities to
close to the public a meeting or part of a meeting for dealing with certain
subject matters,
Now therefore be it resolved that, the Council of the Municipality of West
Grey, does now go into a closed session at 6:01 p.m., with the
CAO/Deputy Clerk, Clerk, Director of Infrastructure and Public Works, and
Manager, Community Services, to discuss items that relate to personal
matters about an identifiable individual, including municipal or local board
employees (citizen appointments to committees); a proposed or pending
acquisition or disposition of land by the municipality or local board; advice
that is subject to solicitor-client privilege, including communications
necessary for that purpose (Forest Creek Estates Subdivision); and
information explicitly supplied in confidence to the municipality or local
board by Canada, a province or territory or a Crown agency of any of them.
#23-19 Carried.

Hergert-Townsend, Be it resolved that, the Council of the Municipality of
West Grey hereby returns to Open Session at 7:00 p.m. #24-19 Carried.

(Mayor Robinson confirmed that only closed session items identified were
discussed in closed session.)

Matters Arising from the Closed Session
Deputy Mayor Hutchinson-Shea, Be it resolved that, the Council of the
Municipality of West Grey hereby authorizes the Mayor, CAO/Deputy Clerk
and Director of Finance/Treasurer, to sign the Agreement contained in “Closed Session Report – Clerk Report #01/22/19 – 1” (item #5). #25-19 Carried.

Councillor Hutchinson-Hamilton, Resolved that, the Council of the Municipality of West Grey hereby appoints the following citizens to the following committees, in addition to those citizens previously appointed by By-law Number 132-2018:

Dark Sky Committee – Bev Falco, Marian Ratcliffe;
Durham Cemetery Board – Jim Atkinson, Jennifer Doherty-Haye, Bert Welsh;
Elmwood Community Centre Joint Board – Ernie Falkiner;
Glenelg Hall Committee – Ben Morris, Gloria Morris, Joanne Timmins, Bill Timmins;
Grey County Farm Safety – Bev Falco;
Union Cemetery – Fred Newman, Neil Weppler;
West Grey Commercial Beautification Committee – Scott Foerster, Mary Lou Pfeffer;
West Grey Parks, Recreation and Culture Local Committee (Neustadt) – Audrey Filsinger, Rheo Machina, Zachary Weber. #26-19 Carried.

Comment Period
Bob Miller asked about the office hours for the Acting Chief Building Official (CBO) hired by By-law Number 2-2019 passed during the January 8, 2019 Council meeting. The CAO/Deputy Clerk stated the CBO is in the West Grey Municipal Office on Tuesdays and Fridays, and customer service staff are available all week days to assist with taking building permits. Bob Miller questioned if building permit inspections are being conducted in a timely fashion. The CAO/Deputy Clerk responded affirmatively. Mr. Miller noted the proposed budget provides for the hiring of additional staff. Mayor Robinson stated there are proposals for additional staff, but no final budget decisions have been made. Bob Miller mused how many more staff are needed.

Callie Greenshields noted the proposed resolution on tonight’s agenda to approve a 1.8% Cost-of-Living Allowance (COLA) increase for staff and Councillors, and opined that usually employees have to work one year prior to getting an increase. Ms. Greenshields also noted Councillors are also receiving the COLA increase. Mayor Robinson stated the 1.8% is for an adjustment to the staff grid, and includes volunteer firefighters. The Director of Finance/Treasurer added that staff placed on a pay grid to provide for pay equity, so the whole grid gets adjusted.

Public Meetings – None
January 22, 2019

Part I - Consent Agenda
Townsend-Hergert, Be it resolved that, Items A1 to B1 inclusive, contained in Part 1 – Consent Agenda, be adopted, as printed; And further that, authorization be given for the action to be taken as may be necessary to give effect to the recommendations contained therein. #27-19 Carried.

Adoption of Minutes
Council:
A1 Minutes of Regular Council Meeting – January 8, 2019 (draft)
Minutes of Committee of the Whole Meeting – January 8, 2019 (draft)
Minutes of Committee of the Whole (Planning) Meeting – January 15, 2019 (draft)

Committees:
A2 West Grey Health & Safety Committee – January 9, 2018
West Grey Health & Safety Committee – January 4, 2019 (draft)
West Grey Committee of Adjustment – January 15, 2019 (draft)

Other
A3 Elmwood Community Centre Board – December 18, 2018 – resolution #28-19

Councillor Hutchinson-Hamilton, Be it resolved that, the Minutes of the Council Meeting held on January 8, 2019; the Minutes of the Committee of the Whole (Budget) Meeting held on January 8, 2019; and the Minutes of the Committee of the Whole (Planning) held on January 15, 2019; be adopted, as printed;
Further that, the Minutes of the West Grey Committees – A2, be received, as circulated;
And further that, the Minutes of the Other Committees – A3, be received, as circulated. #28-19 Carried.

Routine Department Reports
B1 Clerk – Report #CC 01/22/19 – resolution #29-19

Hamilton-Councillor Hutchinson, Be it resolved that, the Council of the Municipality of West Grey hereby approves a 1.8% increase in the 2019 grid adjustment for municipal staff, Council, and volunteer firefighters effective with the first full 2019 pay in January, as recommended by the Committee of the Whole. #29-19 Carried.

Miscellaneous Correspondence (For Information Only - Not Circulated but Available for Viewing at Meeting)
C1 Joint Building Department – December 2018 Building Report Activity & Year-to-Date Activity
Future Committee Meetings
D1 West Grey Public Library Board – January 16, 2019, 6:30 p.m.,
Durham Public Library branch
West Grey Police Services Board – January 25, 2019, 9:00 a.m.,
West Grey Municipal Office

Part II - Regular Agenda

Communications from the Mayor and Council
Mayor Robinson, Deputy Mayor Hutchinson, Councillors Hamilton, Hutchinson, Townsend, and Hergert, reported on past activities and events since the last regular meeting of Council, and on upcoming events and activities.

Delegations

Arlene McNaughton & Mary Harrison, Co-Captains of Durham Hike for Hospice (Chapman House)
Arlene McNaughton & Mary Harrison, Co-Captains of Durham Hike for Hospice (Chapman House), were scheduled to come before Council to request waiving of the fee ($25.00) for the use of the Durham Town Hall for the May 5, 2019 Hike for Hospice event, however, they cancelled the delegation when informed a private donor paid for the booking.

Business Arising from the Previous Meeting - None

Staff Reports

Director of Finance/Treasurer - Report #FTR 01/22/19
Approval of Accounts, Voucher #24-2018 & #2-2019 – resolution #30-19
Approval of 50% of Operations & Maintenance 2019 Budget – resolution #31-19
Information Correspondence – 1st Quarter 2019 Mileage Reimbursement Rate
(The mileage reimbursement rate for the period January 1, 2019 to March 31, 2019 remains at $0.465 per kilometer)

Shea-Deputy Mayor Hutchinson, Be it resolved that, the Director of Finance/Treasurer be authorized to pay the accounts presented as Voucher No. 24-2018 & Voucher #2-2019 in the amount of $437,342.48 and $25,903.42, respectively, of the Municipality of West Grey. #30-19 Carried.

Councillor Hutchinson-Hamilton, Be it resolved that, the Council of the Municipality of West Grey hereby approves the 2019 Operations and Maintenance Budget for the Municipality of West Grey to a maximum of 50% of the 2018 budget. #31-19 Carried.
January 22, 2019

Director of Infrastructure and Public Works – Report #DIPW 01/22/19

Lystek Biosolids Processing Agreement (see By-law Number 13-2019)

Manager, Community Services – Report PRC #01/22/19

Special Events Guide (Council requested this item be placed on the January 30 Committee of the Whole Agenda for further discussion. The Special Events Guide will subsequently be forwarded to vested stakeholders for their input in time for the feedback to be prepared and discussed during the March 5 Committee of the Whole meeting. The Manager, Community Services, explained some of the proposed new policies, and noted the possibility of having built-in insurance for users at a nominal rate.)

By-Laws – First, Second & Third Readings

4-2019 A By-law to amend By-law Number 29-2016, being a By-law under the Building Code Act respecting construction, demolition and change of use permits and inspections, and establishing of building permit fees; and to repeal By-law Number 52-2016 – resolution #32-19, #13-19

8-2019 A By-law to enter into an amending Subdivision Agreement for lands described as Lots 20 and 21, Concession 10, registered as Plan 1097, as amended, Geographic Township of Bentinck (JAKO Developments Inc./Forest Creek Estates) – resolution #33-19

10-2019 A By-law to delegate authority to the Municipal Treasurer to authorize the execution of tax arrears agreements – resolution #34-19

11-2019 A By-law to rezone lands described as part of Plan 500, Part of Park Lot 9, Saddler N/S (175 Cross Street South), Geographic Town of Durham (MacIntyre – ZA-19-18/B13/2018 & B14/2018) – resolution #35-19

12-2019 A By-law to establish a Site Plan Control Area on the severed portion of Plan 500, Part of Park Lot 3 (512 Lambton Street), Geographic Town of Durham, now Municipality of West Grey (Styles) – resolution #36-19

13-2019 A By-law to authorize the Mayor and Clerk to enter into a Letter Agreement for Biosolids Transportation, Processing, Storage & Marketing, between the Municipality of West Grey and Lystek International Inc. – resolution #37-19

14-2019 A By-law to confirm the proceedings of the January 22, 2019 Council meetings – resolution #38-19

Hamilton-Councillor Hutchinson, Be it resolved that, the Council of the Municipality of West Grey hereby lifts resolution #13-19 from the table. #32-19 Carried.
Deputy Mayor Hutchinson-Shea, Be it resolved that, By-law Number 4-2019, being a By-law to amend By-law Number 29-2016, being a By-law under the Building Code Act respecting construction, demolition and change of use permits and inspections, and establishing of building permit fees; and to repeal By-law Number 52-2016, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #13-19 Carried.

Townsend-Hergert, Be it resolved that, By-law Number 8-2019, being a By-law to enter into an amending Subdivision Agreement for lands described as Lots 20 and 21, Concession 10, registered as Plan 1097, as amended, Geographic Township of Bentinck (JAKO Developments Inc./Forest Creek Estates), be now read a third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #33-19 Carried.

Hamilton-Councillor Hutchinson, Be it resolved that, By-law Number 10-2019, being a By-law law to delegate authority to the Municipal Treasurer to authorize the execution of tax arrears agreements, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #34-19 Carried.

Deputy Mayor Hutchinson-Shea, Be it resolved that, By-law Number 11-2019, being a By-law to rezone lands described as part of Plan 500, Part of Park Lot 9, Saddler N/S (175 Cross Street South), Geographic Town of Durham (Maclntyre – ZA-19-18/B13/2018 & B14/2018), be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #35-19 Carried.

Councillor Hutchinson-Hamilton, Be it resolved that, By-law Number 12-2019, being a By-law to establish a Site Plan Control Area on the severed portion of Plan 500, Part of Park Lot 3 (512 Lambton Street), Geographic Town of Durham, now Municipality of West Grey, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #36-19 Carried.

Shea-Deputy Mayor Hutchinson, Be it resolved that, By-law Number 13-2019, being a By-law to authorize the Mayor and Clerk to enter into a Letter Agreement for Biosolids Transportation, Processing, Storage & Marketing,
between the Municipality of West Grey and Lystek International Inc., be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #37-19 Carried.

Councillor Hutchinson-Hamilton, Be it resolved that, By-law Number 14-2019, being a bylaw to confirm the proceedings of the January 22, 2019 Council meeting, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #38-19 Carried.

New Business
Source Protection Committee Appointment (see resolution #39-19). Council requested the Clerk to obtain information regarding the next Source Protection Committee meeting, and the mandate of the Drinking Water Source Protection Committee.

Addendum - None

Notice of Motion/Direct Motions
Source Protection Committee Appointment – resolution #39-19

Councillor Hutchinson-Hamilton, Be it resolved that, the Council of the Municipality of West Grey hereby requests the Drinking Water Source Protection Region Management Committee/Source Protection Authority to consider appointing the following individual as the Group 4 representative: Councillor Stephen Townsend. #39-19 Carried.

Closed Session – Incomplete Items Only

Hamilton-Deputy Mayor Hutchinson , Resolved that, the Council of the Municipality of West Grey hereby returns to closed session at 8:41 p.m. Carried.

Townsend-Hergert Resolved that, the Council of the Municipality of West Grey hereby returns to open session at 9:51 p.m. Carried.

Matters Arising from Closed Session – Incomplete Items Only - None
**Question Period**
Callie Greenshields suggested Council enact a policy in the event planning guide that if disposal dishes are being used that dishes should have a bio-degradable/composting component, similar to a Brockton zero-waste initiative.

Sue Papineau noted the Durham & District Horticultural Society (DDHS) is a large user of the Durham Town Hall, and sought assurances that they would not be impacted by the passing of a new event guide, as the DDHS has already booked numerous events this year. Mrs. Papineau stated West Grey needs to be environmentally conscious, noting that recycling products at the Durham Town Hall may be going in the garbage.

**Municipal Act – Notices - None**

**Adjournment**
Councillor Hutchinson-Hamilton, Resolved that, we do now adjourn at 9:52 p.m., to meet again on February 5, 2019, 10:00 a.m., or at the call of the Mayor. Carried.

(Signed) Christine Robinson, Mayor
(Signed) Mark Turner, Clerk